



First-Line Supervisors/Managers of Transportation and Material-Moving Machine and Vehicle Operators

LOGISTICS

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Job Overview

First-Line Supervisors/Managers of Transportation and Material-Moving Machine and Vehicle Operators work closely with a crew who operate machines to help move goods. Material-moving workers are categorized into two groups—operators and laborers. First-Line Supervisors/Managers of Transportation and Material-Moving Machine and Vehicle Operators supervise both groups.

Since First-Line Supervisors/Managers work directly with the movers and laborers, they put into action the goals and policies of the company. To do this they act as a go-between, linking the company’s upper management and the employee staff. They must interact with a wide variety of people, ranging from the most junior laborer in the warehouse to sales representatives and upper management or firm owners.

Machines used in the logistics industry can be broadly described as material-moving equipment. Supervisors/Managers oversee the use and operation of many kinds of machinery to move construction materials, earth, petroleum products, and other heavy materials. These machines include forklifts, lift beams, swivel-hooks, hoists, and elevating platforms. Generally, workers move materials over short distances—around a construction site, factory, or warehouse.

Other machines operated include excavation and loading machines, cranes and tower cranes, hoists and winches, air compressors or pumps, oil or natural gas pumps, and compressors at wells and on pipelines. Some operate ship-loading and unloading equipment, conveyors, and other specialized material-handling equipment such as mine or railroad tank car unloading equipment.

Typical Tasks

- Confer with customers, supervisors, contractors, and other personnel to exchange information and to resolve problems.
- Direct workers in transportation or related services, such as pumping, moving, storing, and loading/unloading of materials or people.
- Enforce safety rules and regulations.
- Explain and demonstrate work tasks to new workers, or assign workers to more experienced workers for further training.
- Interpret transportation and tariff regulations, shipping orders, safety regulations, and company policies and procedures for workers.

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- ➔ Maintain or verify records of time, materials, expenditures, and crew activities.
- ➔ Monitor field work to ensure that it is being performed properly and that materials are being used as they should be.
- ➔ Plan work assignments and equipment allocations in order to meet transportation, operations, or production goals.
- ➔ Prepare, compile, and submit reports on work activities, operations, production, and work-related accidents.
- ➔ Recommend or implement personnel actions such as employee selection, evaluation, and rewards or disciplinary actions.

*Detailed descriptions of this occupation may be found in the Occupational Information Network (O*NET) at online.onetcenter.org.*

Important Skills, Knowledge, and Abilities

- ➔ Active Listening — Giving full attention to what other people are saying, taking time to understand the points being made, asking questions as appropriate, and not interrupting at inappropriate times.
- ➔ Critical Thinking — Using logic and reasoning to identify the strengths and weaknesses of alternative solutions, conclusions or approaches to problems.
- ➔ Instructing — Teaching others how to do something.
- ➔ Transportation — Knowledge of principles and methods for moving people or goods by air, rail, sea, or road, including the relative costs and benefits.
- ➔ Administration and Management — Knowledge of business and management principles involved in strategic planning, resource allocation, human resources modeling, leadership technique, production methods, and coordination of people and resources.
- ➔ Personnel and Human Resources — Knowledge of principles and procedures for personnel recruitment, selection, training, compensation and benefits, labor relations and negotiation, and personnel information systems.
- ➔ Number Facility — The ability to add, subtract, multiply, or divide quickly and correctly.
- ➔ Written Comprehension and Expression — The ability to read, understand and communicate information and ideas presented in writing.

Work Environment

Managers' offices are frequently near the warehouse or factory floor. Sometimes these offices are shared with other workers, or are more like work stations than actual offices. Frequently, these Managers/Supervisors work among the crew they oversee. When they do spend time in their offices, they enjoy heated and air-conditioned work spaces. On the other hand, the warehouse or factory floor is frequently hot or cold and often noisy. There is the danger of being hurt by vehicles or falling boxes and equipment. Following proper safety procedures can greatly reduce the risk of personal injury.

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California's Job Outlook and Wages

The California Outlook and Wage table below represents the occupation across all industries.

Standard Occupational Classification	Estimated Number of Workers 2004	Estimated Number of Workers 2014	Average Annual Openings	2006 Wage Range (per hour)
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53-1031	22,200	27,200	1,020	\$19.24 to \$31.83

Wages do not reflect self-employment.

Average annual openings include new jobs plus net replacements.

Source: www.labormarketinfo.edd.ca.gov, Employment Projections by Occupation and OES Employment & Wages by Occupation, Labor Market Information Division, Employment Development Department.

Trends

Job growth in this occupation is expected to be faster than the average compared to all occupations in California. In addition, replacement needs will provide many opportunities in the coming years, providing more job openings than growth will provide.

One emerging practice in the industry is for machine and vehicle operators to train on computer simulators. Managers/Supervisors oversee such training. Although this currently is not a common practice, the potential for damaging expensive equipment and cargo means that mishaps can be experienced on a simulator without causing actual damage. Together with such training is an increased emphasis on safety in the workplace. It is the responsibility of the Manager/Supervisor to make sure his or her employees are well-versed in the safe operation of their jobs.

Another trend is the increasing use of remote- and computer-controlled vehicles. A number of companies are using both types of vehicles that can be used in the material-handling business. Managers/Supervisors will need to oversee the introduction and training of such equipment.

The logistics industry continues to use the 'just-in-time' management practice. This philosophy envisions the entire production chain, from raw materials extraction through refining, molding, fabricating, warehousing, transportation, and assembly, as one continuous process. The key to making such a system work is to ensure that, as each part is needed at any one of the production steps, it is there "just in time."

Training/Requirements/Apprenticeships

In most cases, training for Supervisors/Managers is done on the job. Employers generally require applicants to have at least a high school diploma; however, sometimes employers prefer prospective Supervisors/Managers to have some college education. According to a U.S. Department of Labor survey, over half of Transportation and Material-Moving Machine Managers/Supervisors aged 25 to 44 years have a high school diploma or less in education. About one-third claim at least some college coursework, and one-sixth indicated they have a bachelor's degree or higher.

Those who wish to work for larger and more prestigious firms with more expensive products may need associate or bachelor's degrees in majors such as Business Management.

Recommended High School Course Work

Courses in speech, business, and mathematics are good educational preparation for this occupation.

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Where Do I Find the Job?

Direct application to employers remains one of the most effective job search methods. Use the *Search for Employers by Industry* feature on the Career Center page at www.labormarketinfo.edd.ca.gov to locate employers in your area. Search under the following industry names to get a list of private firms and their addresses:

- ➔ Couriers
- ➔ General Automotive Repair
- ➔ General Freight Trucking, Local
- ➔ General Freight Trucking, Long-Dist

Search these **yellow page** headings for listings of private firms:

- ➔ Air Cargo & Package Express Service
- ➔ Automobile Dealers
- ➔ Automobile Parts
- ➔ Cargo & Freight Containers
- ➔ Contractors' Equipment & Supplies
- ➔ Department Stores
- ➔ Farm Equipment
- ➔ Freight Forwarding
- ➔ Grocers & Markets
- ➔ Lumber
- ➔ Material Handling Equipment
- ➔ Railroads
- ➔ Transit Lines
- ➔ Trucking
- ➔ Trucking-Motor Freight
- ➔ Warehouses

Where Can the Job Lead?

In large organizations, promotional opportunities for Transportation and Material-Moving Machine and Vehicle Operator Supervisors/Managers primarily involve moving higher in the management of the company. In smaller firms, increasing pay and responsibility may be found only by finding employment with another employer.

Related Occupations

First Line Supervisors/Managers of Helpers, Laborers, and Material Movers, Hand (see Logistics Profile)
Industrial Production Managers
Postmasters and Mail Superintendents (see Logistics Profile)
Transportation, Storage, and Distribution Managers (see Logistics Profile)
Transportation Inspectors (see Logistics Profile)
Wholesale and Retail Buyers, Except Farm Products

Other Sources

Industrial Truck Association
www.indtrk.org

International Union of Operating Engineers
www.iuoe.org

National Commission for the
Certification of Crane Operators
www.nccco.org